

Dental Readiness for Title 32/M-day Soldiers Process: Obtaining dental care as a Title 32/M-day Soldier

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	Direct Periodic Health Assessment (PHA) for Unit during drill or annual training	The Unit Commander initiates a Periodic Health Assessment (PHA) for the unit during drill or annual training. Depending on the type of contract used, the Unit Commander can utilize the Reserve Health Readiness Program (RHRP) or direct contract providers for the Soldier to obtain a dental exam.				
2	Attend military or government contracted dental exam	The Soldier attends a military or government contracted dentist appointment and receives a dental exam.				
3	Document exam results on SF 603A or DD Form 2813	The military or government contracted dentist completes the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination). These forms document the results of the dental exam. Either form is acceptable, however, use of the SF 603A is preferred if the dentist has received training regarding appropriate form completion standards. For dentists who have not received appropriate training, DD Form 2813 may be used as a substitute.		DD Form 2813 SF 603A		

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4	Classify Soldier for dental readiness	<p>The military or government contracted dentist documents the exam results on the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) and assigns a dental classification. The classification standards determine a Soldier's deployability. A Soldier must reach a designation of at least Class 2 to be eligible for deployment. The classification standards are as follows:</p> <ul style="list-style-type: none"> -Class 1: Good oral health, not expected to require dental treatment within 12 months. -Class 2: Some oral conditions but do not expect conditions to need treatment within 12 months. -Class 3: Oral conditions that will result in dental emergencies if not treated within 12 months. -Class 4: Requires current examination to determine class; examination must be within 365 days of processing date. 		DD Form 2813 SF 603A		
5	Classify as 1 or 2?	The Soldier receives the results of the dental exam and an assigned dental class. This classification determines the Soldier's next step.				
6	Contact DSS for treatment options	A Class 3 Soldier requires additional dental treatment and must contact the Deputy State Surgeon (DSS) to obtain authorization for further treatment.				
7	Authorize government subsidized treatment for Soldier	The DSS authorizes additional treatment for the Soldier and provides the Soldier direction for where to obtain treatment.				

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8	Receive treatment from military or government contracted dentist	The Soldier receives additional treatment to correct the Soldier's dental classification from Class 3 to Class 2.				
9	Belong to the Reserve Health Readiness Program (RHRP)?	The contract status of the dentist determines how the dentist submits the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination).		DD Form 2813 SF 603A		
10	Submit SF 603A or DD Form 2813 to DSS?	A dentist who is a contract provider has the option to submit the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) to DSS for processing or to process the form by hand.		DD Form 2813 SF 603A		
11	Receive SF 603A or DD Form 2813	The DSS receives either the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination), depending upon which form was used in the dental exam, from the dentist who chose to submit the form.		DD Form 2813 SF 603A		
12	Input SF 603A or DD Form 2813 (DENCLASS)	The DSS inputs the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) into DENCLASS.		DD Form 2813 SF 603A	DENCLASS	

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13	DENCLASS updates Soldier's dental information in applicable systems and databases (Multiple Systems)	DENCLASS creates an electronic SF 603A (Dental Continuation) from the original SF 603A or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination). DENCLASS updates Corporate Dental Application (CDA) with Soldier's classification. CDA simultaneously performs two functions: (1) updates Medical Protection System (MEDPROS) with class information, and (2) uploads the scanned SF 603A and radiographs into Army Dental Digital Repository (ADDR). After receiving the information from CDA, MEDPROS forwards the information pertaining to dental class to Army Knowledge Online (AKO). AKO utilizes the Soldier's dental class information to update the Soldier's "My Medical" section. This alerts the Soldier of any changes in dental readiness status.		DD Form 2813 SF 603A	ADDR AKO CDA DENCLASS MEDPROS	
14	Input SF 603A or DD Form 2813 (DENCLASS)	If the dentist does not submit the SF 603A or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) to the DSS, the dentist must manually input the form into DENCLASS.		DD Form 2813 SF 603A	DENCLASS	
15	Mail SF 603A or DD Form 2813 paper form	A dentist who is part of RHRP will mail the SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) paper copy to Logistics Health Incorporated (LHI) for them to put into DENCLASS.		DD Form 2813 SF 603A		

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16	Receive SF 603A or DD Form 2813 paper form	LHI Personnel receive SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) in the mail.		DD Form 2813 SF 603A		
17	Input SF 603A or DD Form 2813 (DENCLASS)	LHI Personnel input SF 603A (Dental Continuation) or DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) into DENCLASS.		DD Form 2813 SF 603A	DENCLASS	
18	AKO "My Medical" alerts Soldier of expired dental records (AKO)	After 1 year past the last dental exam, AKO alerts the Soldier of expired dental records. AKO changes the color of readiness stoplight in "My Medical" Section. Green indicates that the Soldier is medically ready. Amber indicates that the Soldier is in need of a current dental exam. Red indicates that the Soldier is not dentally ready and needs a current dental exam and/or dental treatment.			AKO	
19	Contact DSS to obtain treatment authorization or use personal insurance for civilian dentist?	The Soldier must contact the DSS for the exam to be subsidized by the government. The Soldier may always use personal insurance and attend a civilian dentist, however, the Soldier will be responsible for payment.				
20	Request subsidized exam	The Unit Readiness Non-commissioned Officer (NCO) contacts the DSS to request a subsidized dental exam for the Soldier.				

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21	Authorize government subsidized exam for Soldier	The DSS can authorize a government paid treatment through the Army Selected Reserve Dental Readiness System (ASDRS). ASDRS can be used for dental exams, dental x-rays, dental treatment, etc. With funding from this program, the DSS can authorize the Soldier to receive an exam through RHRP or government contracted providers. The DSS, in rare cases, may also refer the Soldier to ARNG Military Dental Personnel who can provide routine screening, a treatment plan, and suggest alternate treatment for the Soldier.				
22	Attend civilian dental exam	The Soldier must print out and bring the DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) form to the exam. The Soldier should download and print the form from either the "Forms" or "My Medical" section located on the AKO website.		DD Form 2813	AKO	
23	Document exam results on DD Form 2813	The Soldier and the civilian dentist complete DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination). This form documents the results of the dental exam.		DD Form 2813		

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24	Classify Soldier for dental readiness	<p>The civilian dentist documents the exam results on DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) and assigns a dental classification. The classification standards determine a Soldier's deployability. A Soldier must reach a designation of at least Class 2 to be eligible for deployment. The class standards are as follows:</p> <ul style="list-style-type: none"> -Class 1: Good oral health, not expected to require dental treatment within 12 months. -Class 2: Some oral conditions but do not expect conditions to need treatment within 12 months. -Class 3: Oral conditions that will result in dental emergencies if not treated within 12 months. -Class 4: Requires current examination to determine class; examination must be within 365 days of processing date. 		DD Form 2813		
25	Classified as 1 or 2?	The dental classification the Soldier was assigned will determine the next steps in the Soldier's path.				
26	Receive additional treatment from civilian dentist	The Soldier returns to the civilian dentist to receive treatment for Class 3 condition.				
27	Submit DD Form 2813	A Soldier who is Class 1 or 2 must submit the completed DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) to the DSS in order for the Soldier's record to be updated.		DD Form 2813		
28	Receive DD Form 2813	The DSS receives the Soldier's DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination).		DD Form 2813		

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29	Complete DD Form 2813?	The DSS reviews the DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) to make sure the form is complete and accurate.		DD Form 2813		
30	Complete DD Form 2813 correctly	If the DSS determines that the DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) is not completed correctly, the Soldier and civilian dentist make the appropriate changes. It is the Soldier's responsibility to resubmit the form to DSS.		DD Form 2813		
31	Input DD Form 2813 (DENCLASS)	The DSS inputs the completed DD Form 2813 (Department of Defense Active Duty/Reserve Forces Dental Examination) into DENCLASS.		DD Form 2813	DENCLASS	
32	Experience dental problem and require dental attention	The Soldier experiences dental problem and must seek dental attention.				